

## 2018 Current Fiscal Year Report: Advisory Committee on the Records of Congress

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### 1. Department or Agency

National Archives and Records Administration

### 2. Fiscal Year

2018

### 3. Committee or Subcommittee

Advisory Committee on the Records of Congress

### 3b. GSA Committee No.

1064

### 4. Is this New During Fiscal Year?

No

### 5. Current Charter

04/22/2017

### 6. Expected Renewal Date

04/22/2019

### 8a. Was Terminated During Fiscal Year?

No

### 8b. Specific Termination Authority

### 8c. Actual Term Date

### 9. Agency Recommendation for Next Fiscal Year

Continue

### 10a. Legislation Req to Terminate?

No

### 10b. Legislation Pending?

Not Applicable

### 11. Establishment Authority

Statutory (Congress Created)

44 U.S.C. 2701

### 13. Effective Date

11/05/1990

### 14. Committee Type

Continuing

### 14c. Presidential?

No

### 15. Description of Committee

Non Scientific Program Advisory Board

### 16a. Total Number of Reports

No Reports for this Fiscal Year

### 17a. Open Meetings and Dates

No Meetings

|  | Current FY  | Next FY     |
|--|-------------|-------------|
| 18a(1). Personnel Pmts to Non-Federal Members                  | \$0.00      | \$0.00      |
| 18a(2). Personnel Pmts to Federal Members                      | \$0.00      | \$0.00      |
| 18a(3). Personnel Pmts to Federal Staff                        | \$9,500.00  | \$9,500.00  |
| 18a(4). Personnel Pmts to Non-Member Consultants               | \$0.00      | \$0.00      |
| 18b(1). Travel and Per Diem to Non-Federal Members             | \$7,731.06  | \$8,500.00  |
| 18b(2). Travel and Per Diem to Federal Members                 | \$0.00      | \$0.00      |
| 18b(3). Travel and Per Diem to Federal Staff                   | \$0.00      | \$0.00      |
| 18b(4). Travel and Per Diem to Non-member Consultants          | \$0.00      | \$0.00      |
| 18c. Other(rents,user charges, graphics, printing, mail, etc.) | \$0.00      | \$0.00      |
| 18d. Total   | \$17,231.06 | \$18,000.00 |

## 19. Federal Staff Support Years (FTE)

0.50

0.50

### 20a. How does the Committee accomplish its purpose?

The Committee advises Congress on the preservation and administration of its official records. The December 1991, Report; the Second Report, December 31, 1995; the Third Report, December 31, 2000; the Fourth Report, December 31, 2006; and the Fifth Report, December 2012 provide the basis for its recommendations. Committee recommendations are implemented by the Center for Legislative Archives, the Secretary of the Senate and the Clerk of the House, Standing Congressional Committees and Legislative Agencies, and special task forces.

### 20b. How does the Committee balance its membership?

The Advisory Committee is comprised of the officials in Congress responsible for its records (Secretary of the Senate, Clerk of the House, Senate Historian, the Archivist who administers the records (the Archivist of the United States) and the scholars who utilize the records (noted historians and political scientists). Each group brings its unique perspective and expertise, but the committee functions collectively.

### 20c. How frequent and relevant are the Committee Meetings?

The Committee meets twice a year as required by law. The Committee, which is mandated by Act of Congress, continues to work actively to promote a more complete documentation of the legislative process.

### 20d. Why can't the advice or information this committee provides be obtained elsewhere?

The Committee's uniqueness is the deliberative element of the three groups described in 20b. There is no other forum for the dynamic interaction of these components.

### 20e. Why is it necessary to close and/or partially closed committee meetings?

The meetings have never been closed or partially closed.

## 21. Remarks

42 U.S.C. 27

### Designated Federal Officer

Richard Hunt Director, Center for Legislative Archives

| Committee Members | Start      | End        | Occupation                     | Member Designation |
|-------------------|------------|------------|--------------------------------|--------------------|
| Adams, Julie      | 01/06/2015 | 10/01/2019 | Secretary of the Senate        | Ex Officio Member  |
| Ferriero, David   | 05/05/2010 | 09/30/2019 | Archivist of the United States | Ex Officio Member  |
| Haas, Karen       | 09/30/2011 | 10/01/2019 | Clerk of the House             | Ex Officio Member  |

|                     |            |            |   |  |
|---------------------|------------|------------|---|--|
| Leon, Sharon        | 10/01/2011 | 10/01/2019 | Center for History and New Media  | Special Government Employee (SGE) Member |
| Mandel, Carol       | 03/01/2017 | 02/28/2019 | US Senate Minority Leader   | Special Government Employee (SGE) Member |
| Schwartz, Lori      | 02/01/2017 | 01/31/2019 | Speaker of the House  | Ex Officio Member                        |
| Vogt, Sheryl        | 09/30/2007 | 10/01/2019 | Director, Richard B. Russell Library for Political Research and Studies | Special Government Employee (SGE) Member |
| Wasniewski, Matthew | 05/15/2005 | 11/30/2019 | Historian, U.S. House of Representatives                                | Ex Officio Member                        |

**Number of Committee Members Listed: 8**

### Narrative Description

The Advisory Committee on the Records of Congress advises Congress and the Archivist of the United States on the preservation and management of the official records of Congress. As required by statute, the committee has published reports on December 1991 (First Report), December 1995 (Second Report), December 2000 (Third Report), December 2006 (Fourth Report) and December 2012 (Fifth Report.)

### What are the most significant program outcomes associated with this committee?

Checked if Applies

|   |                                     |
|---|-------------------------------------|
| Improvements to health or safety                  | <input type="checkbox"/>            |
| Trust in government                               | <input checked="" type="checkbox"/> |
| Major policy changes                              | <input type="checkbox"/>            |
| Advance in scientific research                    | <input type="checkbox"/>            |
| Effective grant making                            | <input type="checkbox"/>            |
| Improved service delivery                         | <input type="checkbox"/>            |
| Increased customer satisfaction                   | <input checked="" type="checkbox"/> |
| Implementation of laws or regulatory requirements | <input checked="" type="checkbox"/> |
| Other   | <input type="checkbox"/>            |

### Outcome Comments

NA

### What are the cost savings associated with this committee?

Checked if Applies

|                           |                                     |
|---------------------------|-------------------------------------|
| None                      | <input type="checkbox"/>            |
| Unable to Determine       | <input checked="" type="checkbox"/> |
| Under \$100,000           | <input type="checkbox"/>            |
| \$100,000 - \$500,000     | <input type="checkbox"/>            |
| \$500,001 - \$1,000,000   | <input type="checkbox"/>            |
| \$1,000,001 - \$5,000,000 | <input type="checkbox"/>            |

\$5,000,001 - \$10,000,000

Over \$10,000,000

Cost Savings Other

☐☐☐

### **Cost Savings Comments**

NA

**What is the approximate Number of recommendations produced by this committee for the life of the committee?**

50

### **Number of Recommendations Comments**

After a thorough review of meeting minutes and associated documents from the establishment of the advisory committee, NARA determined that there had been 49 recommendations completed and fully implemented.

**What is the approximate Percentage of these recommendations that have been or will be Fully implemented by the agency?**

98%

### **% of Recommendations Fully Implemented Comments**

The National Archives has implemented all recommendations provided by the committee through the life of the committee until this current fiscal year. The recommendation that came out of the committee last year is currently a work in progress.

**What is the approximate Percentage of these recommendations that have been or will be Partially implemented by the agency?**

0%

### **% of Recommendations Partially Implemented Comments**

The National Archives continues working towards implementing the committee's latest recommendation.

**Does the agency provide the committee with feedback regarding actions taken to implement recommendations or advice offered?**

Yes ☒ No ☐ Not Applicable ☐

### **Agency Feedback Comments**

The National Archives and Records Administration provides the committee with feedback

through the DFO.

**What other actions has the agency taken as a result of the committee's advice or recommendation?**

|                                   | Checked if Applies                  |
|-----------------------------------|-------------------------------------|
| Reorganized Priorities            | <input checked="" type="checkbox"/> |
| Reallocated resources             | <input checked="" type="checkbox"/> |
| Issued new regulation             | <input type="checkbox"/>            |
| Proposed legislation              | <input checked="" type="checkbox"/> |
| Approved grants or other payments | <input checked="" type="checkbox"/> |
| Other                             | <input type="checkbox"/>            |

**Action Comments**

NA

**Is the Committee engaged in the review of applications for grants?**

No

**Grant Review Comments**

NA

**How is access provided to the information for the Committee's documentation?**

|                           | Checked if Applies                  |
|---------------------------|-------------------------------------|
| Contact DFO               | <input checked="" type="checkbox"/> |
| Online Agency Web Site    | <input checked="" type="checkbox"/> |
| Online Committee Web Site | <input type="checkbox"/>            |
| Online GSA FACA Web Site  | <input checked="" type="checkbox"/> |
| Publications              | <input checked="" type="checkbox"/> |
| Other                     | <input type="checkbox"/>            |

**Access Comments**

N/A